

Notes:

STANDARDS FOR TEMPORARY SIGNS ALLOWED WITH TEMPORARY USES

After about 10 months of work by City staff and the City Council, on **November 18, 2014** the Council adopted new standards to regulate permanent and temporary signs.



***New sign standards will be in effect
January 18, 2015.***

Why were new standards adopted?

The former sign regulations were complicated and hard to apply equitably. The Council and Flagstaff residents were also concerned with the proliferation of temporary signs that cluttered City streets.

The new sign standards are equitable, fair, more logically organized, and user-friendly. They have been balanced and simplified to provide flexibility and to support the needs of business owners while maintaining Flagstaff's unique character and a positive community image.

These standards are located in Section 10-50.100.090.C.1 (Signs for Approved Temporary Uses) of the Zoning Code.

The final adopted Sign Standards may be viewed on-line at:

www.flagstaff.az.gov/zoningcode

**For more information on the City's new Sign Standards
please contact:**

For answers to permitting questions,
Jennifer Mikelson, Associate Planner
(928) 213-2615 or jmikelson@flagstaffaz.gov

For resolution of compliance/enforcement issues,
Cindy Perger, Code Compliance Officer
(928) 213-2148 or cperger@flagstaffaz.gov

The Flagstaff City Council has determined that a proliferation of temporary signs is a distraction to the traveling public which also creates aesthetic blight and litter threatening the public's health, safety, and welfare. The purpose of the City's temporary sign regulations is to ensure that temporary signs are not used to continuously advertise goods, services, or a business' name, and to limit distractions to the traveling public.

The standards that enable the placement of temporary signs for approved temporary uses have been consolidated and discrepancies in the former code have been resolved. These standards are located in Section 10-50.100.090.C.1 (Signs for Approved Temporary Uses) of the Zoning Code.

Do I need a permit for a sign associated with a temporary use?

No additional Sign Permit is needed. Your signs will be reviewed as part of the application for a Temporary Use Permit which authorizes your proposed temporary use.

Standards for temporary signs at the location of a temporary use:

- Max. sign area is 24 sq. ft.
- Only place signs at the location of the temporary use, and not in public right-of-way, on sidewalks, or in a manner that may create a hazard
- May be installed max. 7 days prior to the temporary use or event and must be removed one day afterwards
- Max one sign per street frontage
- Each vendor may have one sign on their booth/display – max. 12 sq. ft.
- Illumination is not permitted, nor are balloons, pennants, etc.

May directional signs be used with a temporary use?

Yes, you may place directional signs associated with a proposed temporary use (without an additional permit) subject to these standards.

- Max. area is 6 sq. ft. and max. height is 4 feet
- There is no limit on the number of directional signs
- May only be placed on private property and never in public right-of-way, on sidewalks, or in a manner that may create a hazard
- May be placed one day before a temporary use begins; removed one day afterwards
- Illumination is not permitted, nor are balloons, pennants, etc.

What is a Temporary Use Permit and do I need one?

All short term activities and temporary uses require approval through a Temporary Use Permit or TUP. This is a sample list of uses that require a TUP:

- Farmers market, flea market, or similar event
- Special vehicle sales event
- Off-site construction yard
- Food or merchandise vendor
- Indoor special public event
- Temporary structure or building.

Additional information on TUPs:

- Refer to Zoning Code Section 10-20.40.150 (Temporary Use Permits) for additional information and standards.
- An application for a Temporary Use Permit is available on the City's webpage – www.flagstaff.az.gov – or may be picked up at the Community Development Division front counter in the lobby at City Hall, 211 W. Aspen Ave., Flagstaff.
- Please contact **Jennifer Mikelson, Associate Planner** at (928) 213-2615 or jmikelson@flagstaffaz.gov for answers to permitting questions.